

# Akhilesh G

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## CAREER SUMMARY

Skilled in logistics and supply chain management with expertise in procurement, seeking an entry-level role to apply strong organizational and analytical skills in optimizing supply chain processes. Enthusiastic and detail-oriented team player.

## SKILLS

Leadership & Team Collaboration | Problem-Solving | Time Management | Communication | Program Coordinator

## WORK EXPERIENCE

### AIWA Shipping & Logistics (Intern)

- Worked as an intern in the Clearing and Forwarding Department at AIWA Shipping & Logistics.
- Assisted with processing shipping documents and customs clearance.
- Coordinated with clients and carriers to ensure smooth logistics operations.
- Supported inventory management tasks.
- Gained hands-on experience in international trade procedures.

## EDUCATION

### PG Diploma in Logistics and Supply Chain Management (2023 – 2024)

Mithra institute of Management Studies

### B.Sc. Information Technology (2020 - 2023)

Noorul Islam College of Arts & Science

## PROJECTS

- **Oil and Gas Supply Chain Management** - Managed various aspects of Logistics including Quotation, Freight Management, Procurement, Inventory Management, Import/Export Management (Incoterms), Document Preparation (Invoice/Airway Bill, Bill Lading, Purchase Order, Packing List)
- **Railway Reservation System (VB.net, MySQL)** Designed and Developed a database maintaining records of different trains, and passengers. It is a computerized system for reserving the train seats in advance.

## CERTIFICATIONS

- Excel Skills Job Simulation by JP Morgan Chase & Co. (May 20<sup>th</sup>, 2024)

## LANGUAGES KNOWN

English | Tamil | Malayalam

## CO-CURRICULAR ACHIEVEMENTS

- Proficiently hosted and organized event for an Interschool Talent Meet, showcasing strong articulation abilities.
- Achieved top 3 finalist status in an intercollege photography competition, showcasing strong skills in visual storytelling and creativity.